



1120 SW Fifth Ave, Suite 1331, Portland OR 97204
Main: 503-823-5185 TTY: 503-823-6868 Fax: 503-823-7576
Portland.gov/Transportation

TOW ADMINISTRATION ADVISORY COMMITTEE

June 27, 2023 | 3:30 PM – 5:00 PM FINAL

Zoom Conference Call

Private for-Hire Transportation Customer Service: Regulatory@portlandoregon.gov | 503-823-7483

Schedule	Topic	Presenter	Notes
5 min (3:30 pm – 3:35 pm)	1. Welcome & Introductions	Tracy M. Smith, Facilitator	Members of the Committee and support team introductions.
5 min (3:35 pm – 3:40 pm)	2. Announcements from Committee Members	Donny Callahan, Chair	
5 min (3:40 pm – 3:45 pm)	3. Approval of 5/23/2023 Meeting Summary —Review Action Items	<ul style="list-style-type: none">Donny Callahan, ChairCamerina Galvan, Notetaker	Action Item
5 min (3:45 pm – 3:50 pm)	4. Public Comments	Donny Callahan, Chair	<ul style="list-style-type: none">Opportunity for comment on items not scheduled on the agenda.Please state and spell your complete name and organization. Objective: Hear comments from: 1. Public - Limited to 2 minutes per person. <ul style="list-style-type: none">Opportunity for comment on items not scheduled on the agenda.Please state and spell your complete name and organization, and if applicable, which topic you are



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			commenting on. 2. Committee Deliberation <ul style="list-style-type: none"> Chair may elect to create future topics based on comments received.
10 min (3:50 pm – 4:00 pm)	5. PBOT Update A. Monthly Towing Reports B. Ombuds Office: Contract Recommendations Verbiage C. Contract RFP Process	Tim Moore, PBOT	Update
5 min (4:00 pm – 4:05 pm)	6. Vice Chair Election	Tim Moore, PBOT	Action Item
5 min (4:05 pm – 4:10 pm)	7. Topic Submission: Add Conditions for Electric Vehicle Storage to the Contract	Donny Callahan, Chair	Discussion
10 min (4:10 pm – 4:20 pm)	8. Topic Submission: RV Impounds and Disposal	Paul Walters, Northwestern Towing	Discussion
20 min (4:20 pm – 4:40 pm)	9. Topic Submission: Minimum Equipment Standards for Class B & C Tow Trucks	Donny Callahan, Chair	Discussion
20 min (4:40 pm – 5:00 pm)	10. Topic Submission: State of Oregon Lien Laws	Mike Porter, New House Towing	Discussion
5:00 pm	11. Adjourn	Donny Callahan, Chair	

The City of Portland will make reasonable accommodation for people with disabilities. Please notify us no fewer than five (5) business days prior to the event by phone at 503-823-3589, by the City's TTY at 503-823-6868, or by the Oregon Relay Service at 1-800-735-2900.